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BY-LAWS
FOR THE
MANAGEMENT OF THE AFFAIRS
OF THE
QUEBEC BANK.

MADE AND ENACTED BY THE DIRECTORS,
AND CONFIRMED BY THE SHAREHOLDERS,
AT THEIR ANNUAL GENERAL MEETING,

1st JUNE, 1857.

PROVINCIAL LIBRARY
VICTORIA, B. C.

QUEBEC:

MIDDLETON & DAWSON, PRINTERS, STATIONERS, &c.

1857.

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BY-LAWS.

THE Quebec Bank for transacting business, Clause
shall be opened, and kept open, daily, during
such hours as the Directors shall from time to
time appoint, except on Sunday, New Year's
day, Good Friday, Christmas Day, Her
Majesty's Birthday, and every day appointed
by Proclamation for a General Fast or
Thanksgiving, and all other Legal Holidays.

The Common Seal shall remain in the Clause
Bank under the control of the President, or
in his absence, of the Vice-President, or in
their absence, of such Directors as the Board
of Directors shall for the time being appoint ;
and the affixing of the Seal to any instrument
shall be preceded by an authorization to that
effect of the Board, recorded in the minutes

19902

of their proceedings, and shall be accompanied by the official signature of the President, Vice-President, or by the Director so appointed in their absence.

ause 3.

Minutes shall be regularly kept of all the proceedings of the Board of Directors, and these shall be signed by the Cashier.

ause 4.

The salaries of the Officers of the Bank shall be fixed by the Directors, and no shareholder shall have the right to change them or any of them, at an Annual General Meeting unless previous notice has been given at least one month before the said General Annual Meeting.

ause 5.

No proxy of an absent Shareholder shall be entitled to vote at any Meeting of the Shareholders, in respect of his constituent's share until he shall have lodged at the Bank a written authority from his constituent, duly executed and authenticated in the following form :—

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QUEBEC BANK STOCK,

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ACCEPTANCE, DIVIDENDS, SALE, AND TO VOTE.

appoint

NOW all men by these presents, that I,

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my true and law-
 Attorney, for me, in my name and in my behalf,
 accept all such transfers as are or may hereafter
 made unto me, of my Interest or share in the
 Capital or Joint Stock in the Quebec Bank. Also
 receive and give receipts for all Dividends that
 are now due, and that shall hereafter become due and
 payable for the same for the time being. Likewise
 sell, assign and transfer all, or any part of my
 Stock, to receive the consideration money, and
 give a receipt or receipts for the same, and to vote
 all Elections ; and to do all lawful Acts requi-
 for effecting the Premises ; hereby ratifying
 and confirming all that my said Attorney shall do
 herein by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my
 hand and Seal at this

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Day of
 the Year of our Lord, One Thousand, Eight
 Hundred, and

SIGNED AND SEALED }
 In presence of }

In relation to the ordinary transfer of Shares by Attorney, and the payment of

Dividends and Bonuses, every such Attorney the res before being permitted to act as such, shalng the lodge at the Bank a power of Attorney fro ship nar his Constituent, duly executed and authen cated, in the following form, or to the fo In case lowing effect or substance :— ch Direc

(See the other side.)

Board.

ause 7.

The days of Discount shall be Tuesd No cr and Friday of each week, or such other dase pap as the Directors may from time to time ank, wh point; but when either of those days shall ether or a holiday, the next following day, not a hotion. day, shall be substituted therefor.

The

ause 8.

No Director shall be present at the Boates and of Directors at the discussion of any matun, but in which he, or the partnership of which e party l may be a member, shall be pecuniarily wholly terested, except at the request of the Boarll be re nor shall his vote be taken thereon. eceived ame, and

ause 9.

Every partnership transacting busin mistak with the Bank, shall make known to ft for co Bank, in writing, the names at full lengarty leav

Attorney the residence of the several parties com-
 mencing the partnership, even when the part-
 nership name shall continue unchanged.

authen

to the f In case of the insolvency of a Director, Clause
 ch Director shall cease to be a member of
 e Board.

e Tuesd No credit shall be given to any person Clause
 other whose paper shall be under protest at the
 o time ank, whether as promiser or endorser, or
 ys shall be on paper discounted or left for col-
 not a hoion.

The Bank will receive for collection Clause
 the Boar es and Bills not having less than five days
 any mat un, but with a distinct understanding that
 which e party having the same for collection does
 narily p wholly at his own risk, and that the Bank
 the Boar ll be responsible only for monies actually
 eceived in payment, or on account of the
 ame, and not for any omission, informality,
 busines mistake whatever. Every Note or Bill so
 yn to ft for collection, shall be endorsed by the
 ll lengarty leaving the same, and shall be accom-

panied by a written memorandum of the nature of the business. The Cashier, in full, the profession or calling, and the reasons under which the same is required, the residence, place of business, or address of each of the parties thereto.

Art. 13.

From time to time a Committee of not fewer than two of the Directors shall close the Bank, and inspect the Vaults and other apartments. Every person intending to deposit in the Bank any money and bullion on hand, and the report of the Committee making the inspection, shall be recorded in the Books of the Bank and signed by each of them.

Art. 14.

The President, or, in his absence, the Vice-President, and the Cashier, shall, from time to time, examine the several Securities, Bonds given by the persons in the employment of the Bank, and whenever, in their opinion, it shall seem needful, they shall require the same, or any one or more of them, to be removed. The President shall retain in his possession the Bond or Bonds given by the Cashier.

the name of the Bank. The Cashier shall cause the several persons under him in the employ of the Bank, to conform to and execute their respective duties, in conformity to such rules and regulations, instructions or orders, and as the Directors may from time to time prescribe.

Every person in the employ of the Bank, intending to leave the same, shall give the Bank three months' notice, in writing, of his intention, and it shall be competent to the Directors to put an end to the engagement of any person in the employ of the Bank, either by giving him three months' notice in writing to that effect, or by paying him a sum of money equal to three months' salary, in lieu of such notice ; in case of misconduct, however, the part of any person in the employ of the Bank, the Directors may summarily dismiss any person guilty of such misconduct, without any previous notice, and, in such case, the salary of the person dismissed shall only be paid up to the time of his dismissal, unless he be also a defaulter, or be otherwise indebted to the Bank, in which case any balance

due to him for salary or otherwise shall be remu-
placed to the credit of his debt. ty author

use 17.

No person in the employ of the Bank. The B
shall be allowed to enter into any trade, n all be reg
cantile or other business, agency or of days of
whatsoever, either in his own or ano half-year
name; nor shall he become a party to a rectors m
negotiable paper, or give or enter into de Books
personal security whatever, other than closed d
security to the Bank, unless the record eeding
consent of the Board of Directors shall ha a Divide
been first obtained. all stand
g thereof

use 18.

Every Director, and every person in all be the
employ or connected with the Bank, shi end an
consider himself bound to secrecy as to eve ared.
thing that takes place at the Bank, and sha
on no pretence whatever, unless authoriz
by the Board of Directors, give any inform a Direc
tion relative to any account or transaction
or in the books of the Bank. Only c

se 19.

No person in the employ of the Bank
shall, either directly or indirectly, take or r
ceive any perquisite, reward, fee or emol
ment, other than his salary, and any such fu

e shall be remunerated as the Board of Directors
may authorize.

the Bank. The Books and Accounts of the Bank Clause
shall be regularly balanced upon the last law-
days of May and November, in each year,
or half-yearly, upon such other days as the
Directors may, from time to time, appoint.—
The Books for the transfer of Shares, shall
be closed during the fifteen days immediately
preceding the day appointed for the payment
of a Dividend, and the parties whose names
stand in the Transfer Book, at the clos-
ing thereof, as the Shareholders of the Bank,
shall be the parties entitled to receive the Di-
vidend and Bonus then or about to be de-
clared.

and shall be authorized to inform the Bank of any
transaction. Only one partner of a firm can be eligible Clause
as a Director.

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DUTIES OF THE CASHIER.

THE Cashier shall cause the officers of the Bank to perform their respective duties, and conform to the bye-laws and all such regulations as shall be prescribed by the Board of Directors.

He shall superintend generally the concerns of the Bank, and in case of any deficiency of money, negligence, improper conduct, or suspicion thereof, of any person employed therein, he shall make immediate and full communication to the President or Vice-President.

He shall furnish to the Directors, at every meeting, a statement of the concerns of the Bank, attend at the Board, and record their proceedings, and execute all orders of the Board.

25. He shall countersign, at the Bank, all bills and notes or bills signed or to be signed by the President or Vice-President, or by order of each of the Board; shall cause the books and accounts with the counts to be regularly kept, under the direction of the President or Vice-President, and on the always posted up to the day, so as to be enabled, when called upon, to show a just statement of the concerns of the Bank.

The Cash
books, in which

26. He shall examine daily the settlement of all persons, the cash accounts of the Bank, and report the same without delay, in writing or verbally, to the President and Directors, any difference that may be discovered.

all persons
shall be under
the hands of
the President
and Directors
shall be
counted,
and left for

27. He shall, in connexion with the President, under such regulations as the Board of Directors shall prescribe, have charge of all bills, notes, money, deposits and pledges, the whole of which shall be carefully deposited in one of the vaults of the Bank, before leaving the Bank, each day, one key of which shall always remain in his possession.

He shall
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of all
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any Com
ntment,

Bank, and shall cause to be kept a book, in which Clause 28.
 and by the be inserted, alphabetically, the signa-
 order of each firm and person transacting bu-
 and also with the Bank, and the name of each
 the individual composing such firm, which shall
 ent, and on the table of the Directors, each day
 to be discount.

must state

The Cashier shall cause to be kept two Clause 29
 books, in which shall be inserted the names
 of all persons whose notes or acceptances
 have been under protest, as well the promissor
 and endorsers of such notes, in one of which
 shall be inserted notes that have been
 counted, and in the other, notes that have
 been left for collection.

The Pres

Board. He shall record the votes and proceed- Clause 30
 of the Board of Directors, and furnish
 copies of all resolutions of the Board to any
 of the Directors who may require them, and
 before notify the Chairman of the appointment
 of any Committee, the objects of such ap-
 pointment, and in case of sickness of any of

the officers of the Bank, shall forthwith call a meeting of the Directors, and report the same.

Clause 31.

The foregoing shall be the By-Laws of the Bank, in lieu of those hitherto in force which are hereby repealed, provided always that nothing done under or in virtue of one or more of the By-Laws now repealed shall be in any wise affected by their repeal.

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